

Approved For Release 2001/07/16 : CIA-RDP78-06207A000200010024-9

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Office of Training Report for the Week
Beginning 10 July 1972**

I. Courses

a. Intelligence & World Affairs

The course opened Monday, 19 July, with 52 students including 27 Career Trainees. Despite the large class, student participation has been excellent. [REDACTED] Executive Secretary of the United States Intelligence Board, spoke for the first time in an IWA course and outlined the responsibilities and workings of the Board. 25X1A

b. Drug Abuse Seminar

The first Seminar for employee-parents processing for overseas was held on 12 July for 27 parents and the second was held on 13 July for 34. The committee in charge of the Seminar met Monday, 17 July, and decided that the Seminar will be best conducted by a moderator to keep the program unified. [REDACTED] of SIWA will serve as moderator. 25X1A

CLASSIFIED BY 17-1645

EXEMPT FROM GENERAL DECLASSIFICATION
OF E.O. 13526, CATEGORY:
S 52(C) () (or more)

(unless impossible, insert date or event)

WARNING NOTICE
SENSITIVE INTELLIGENCE SOURCES
AND METHODS INVOLVED

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c. Agency Trends and Highlights

The OTR Task Force concerned with developing the course met during the week to design a program extending over three half-days to be conducted in the Headquarters Auditorium. This program is being discussed with key individuals in the directorates to get specific guidance for an Agency-wide audience.

d. International Narcotics Control Training Program

On 14 July [REDACTED] AG/OS, joined representatives 25X1A from BNDD, Customs, AID/Public Safety, and FSI in a meeting to discuss further development of the program. The main accomplishment of this meeting was the decision to establish an Inter-Agency Advisory Group to develop and monitor the program. OTR will provide the Agency's representative to this advisory group. This has been coordinated with [REDACTED] 25X1A

25X1A [REDACTED]

e. Experimental Group IV

When the ten members of the group began their training at the Civil Service Commission, 26 June, they were registered to take three courses. Two of these courses, Office Practice and Basic Communications, will end on 21 July; only the Basic Typing will continue for an additional three-week period. The Commission has a "Reading for Office Efficiency" course which will be given for the group during the same three weeks, for four and a half hours a day, at a cost of \$75 per person. The Office of Personnel has agreed to pay for the additional training.

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2. Language Training

a. After the annual two week summer break, the Language School resumed its normal operations this week. Twenty-four students started training in six languages.

b. Following a series of meetings with representatives from FE/ [REDACTED] 25X1A
this week, we expect high enrollments in both Lao and Thai in the fall.

25X1A FE/ [REDACTED] plans to send approximately 18 full-time Lao students during the coming fiscal year and 13 full-time students in Thai. If this requirement holds, it will be necessary to contract for an additional Thai instructor.

3. Notes

Three Agency officers will attend the 16-21 July "Seminar on Managing for Productivity in Government" at the Federal Executive Institute in

25X1A

[REDACTED]

the Executive Program in Business Administration at Columbia University.

The six-week program begins 13 August. . . . Mr. [REDACTED] of the 25X1A
Visual Aids Branch was Governor Holton's guest for lunch in Richmond on
14 July where he received his \$2,500 award for his design in the Franklin
Mint Bicentennial Medal competition.

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4. Briefings

There were five briefings given during this reporting period including one on 11 July for 14 DDI summer interns and one on 12 July for 20 NSA summer interns.

5. Guest Speakers

Attached is a list of high-level guest speakers who will participate in OTR courses during the week beginning 24 July.



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HUGH T. CUNNINGHAM
Director of Training

Att

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High-Level Guest Speakers
for the Week Beginning 23 July 1972

<u>Name</u>	<u>Course</u>	<u>Location & Time</u>
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Monday, 24 July

Bronson Tweedy D/DCI/IC	Foreign Affairs Executive Seminar Visit to CIA	Hq., Rm. 1A-07 1400 - 1450
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	FAES Visit	Hq., Rm. 1A-07 1500 - 1550
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W. E. Colby Ex. Dir. - Compt.	FAES Visit	Hq., Rm. 1A-07 1600 - 1645
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Tuesday, 25 July

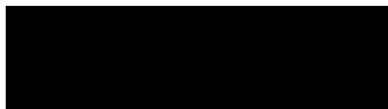
James C. Bostain Foreign Service Institute, Dept. of State	Intelligence and World Affairs	C of C, Rm. 902 1415 - 1630
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Wednesday, 26 July and Thursday, 27 July

NONE

Friday, 28 July

25X1A

	Intelligence and World Affairs	Hq., Rm. 1A-07 0900 - 0930
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